



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-2

Donna M. Anderson, Treasurer  
National Republican Congressional  
Committee-Expenditures  
320 First Street  
Washington, DC 20003

NOV 3 1999

Identification Number: C00075820

Reference: February Monthly Report (1/1/99-1/31/99)

Dear Ms. Anderson:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-The beginning cash balance of this report should equal the ending balance of your 1998 Year End Report. Please clarify this discrepancy and amend any subsequent report(s) that may be affected by this correction.

-Please provide a memo Schedule A to disclose the corporate in-kind contributions disclosed on Schedule H4 of your federal report. Pursuant to Advisory Opinion 1992-33, Schedule I should include the full in-kind contribution amount received by the non-federal account with a supporting memo Schedule A that itemizes the contributor's identification.

In addition, please be advised that the total amount of the contribution should be disclosed on Line 5 of Schedule I as an other disbursement with a notation reference to the memo Schedule A.

-Please provide the totals for all lines on Schedule I of your report.

-Line 18 of the Detailed Summary Page of your report discloses a total of \$376,666.13 in transfers from the non-federal account for joint activity. The sum of the entries itemized on Schedule H3, however, indicates the total to be \$367,666.13. Please amend your report to clarify the discrepancy.

-Schedule H2 of your report indicates that your committee participated in fundraising activities or events during the reporting period. However, there are no corresponding disbursements reflected on your Schedule H4. If any disbursements were incorrectly reported, you should file an amended Schedule H4 with the correct unique identifying code or title.

Note that you need not include activities on Schedule H2 if there are no corresponding payments made for the activity during the reporting period.

-Your EVENT YEAR-TO-DATE calculations for 313-325-405 are incorrect. EVENT YEAR-TO-DATE totals for administrative and voter drive costs are derived by aggregating all disbursements during the calendar year for the whole Administrative/Voter Drive category. EVENT YEAR-TO-DATE totals for fundraising, direct candidate support, and exempt activities are derived by aggregating all disbursements during the calendar year within a specific event. These should be calculated by adding the latest disbursement for a category or event to the previous EVENT YEAR-TO-DATE total for that category or event. This running EVENT YEAR-TO-DATE total should be disclosed after each disbursement is listed. Please amend your report by providing the correct EVENT YEAR-TO-DATE totals.

-Schedule D of your report has failed to include certain information. Commission Regulations require the full name and mailing address of each creditor, the outstanding balance at the beginning and end of the reporting period, the amount incurred during the period, the payment made during the period, and the nature or purpose of each debt. Additionally, all debts must be reported continuously until extinguished or settled. Please amend your report by providing an adequate purpose for the debts owed to "J&H Marsh & McLennan". 11 CFR §104.11

A written response or an amendment to your original report(s) correcting the above problem(s) should be filed with the Federal Election Commission within fifteen (15) days of the date of this letter. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530. My local number is (202) 694-1130.

Sincerely,

*Andrea Wilkens*

Andrea Wilkens  
Reports Analyst  
Reports Analysis Division

